



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • OCTOBER 27, 2014

Regular Meeting

City Council Chamber

6:00 PM

107 South Lee Street - City Hall, Kingsland, GA 31548

I. PUBLIC HEARING - STARTS AT 6:00PM

1. Zoning Text Amendment - Turkey Shoots -

Amendment proposes to add 'Turkey Shoots' to list of special permit uses allowed in the C-2 General Commercial District.

2. ZONING ORDINANCE TEXT AMENDMENT - Mobile Home Parks -

Amendment proposes to add 'Travel Trailers and Recreational Vehicles' to list of special permit uses allowed in the R-5 Mobile Home Park District.

II. CALL TO ORDER AND WELCOME GUESTS

III. INVOCATION AND PLEDGE TO THE FLAG

IV. ROLL CALL

Kenneth E Smith Sr

Alex Blount

Jim McClain

Daniel Minckler

Charles Grayson Day Jr

Mayor

Mayor Pro Tem

City Councilman

City Councilman

City Councilman

V. CONSENT DOCKET

A. Approve the Council Minutes of the last regular Council Meeting

B. Approve the Agenda as Presented

C. Approve the Payments of Accounts Payable as Due and Funds Available

VI. GRANTING AUDIENCE TO THE PUBLIC

VII. OLD BUSINESS

1. Lease Agreement - Two Advanced Life Support Ambulances -

VIII. PLANNING AND ZONING

1. Adoption Of: Ordinance 2014-06 -
2. Application for Special Use – Howard Davis -

Howard Davis, 103 Scrubby Bluff Rd is requesting a Special Use Permit to operate seasonal turkey shoots. Zoning is C-2. Application was actually made by First Methodist - St Marys who will operate and benefit from the shoots.

3. Adoption Of: Ordinance 2014-08: Amendment Proposes to Add "Travel Trailers and Recreational Vehicles" to List of Special Permit Uses Allowed in the R-5 Mobile Home Parks District -

IX. NEW BUSINESS

1. Discussion - Invoice for Legal Services 09/02/2014 - 10/14/2014 - City Councilman Jim McClain
2. Discussion - Procedure for Authorizing Legal Fee's - Mayor Pro Tem Alex Blount
3. 1186 : Amendment to Employee Handbook - Law Enforcement Shift Differential Pay -
4. BID AWARD: Citywide VoIP Internet & Phone Services -
5. Appointment - Police Review Board - City Councilman Jim McClain
6. Robert's Rules of Order - City Councilman Jim McClain

X. MAYOR AND COUNCIL ANNOUNCEMENT

XI. ADJOURNED

**AGREEMENT BETWEEN THE
CAMDEN COUNTY BOARD OF COMMISSIONERS
AND THE CITY OF KINGSLAND, GEORGIA
FOR THE LEASE OF TWO (2) ADVANCE LIFE
SUPPORT AMBULANCES**

This AGREEMENT is made and entered into this _____ day of _____, 2014, by and between the Camden County Board of Commissioners, a political subdivision of the State of Georgia, as party of the first part, and the City of Kingsland, Georgia, as party of the second part.

INTRODUCTION:

The Camden County, Georgia Emergency Medical Services Agreement is an agreement between the City of Kingsland, Georgia; City of Kingsland Fire Rescue and Camden County, Georgia Board of Commissioners; Camden County Fire Rescue for the lease of two (2) advance life support ambulances. If agreed upon the lease agreement will commence on the date first above written and terminate on December 31, 2014 with renewal through December 31, 2015 unless changed, modified or cancelled as per the agreement.

PURPOSE:

The purpose of this lease agreement is to enable Camden County Fire Rescue to provide an additional 911 zone for Emergency Medical Services. Camden County will purchase a new ambulance for the continuation of the zone. This lease agreement will remain in place until the delivery of the new vehicle.

A. EQUIPMENT:

The City of Kingsland, Georgia and the City of Kingsland Fire Rescue agree to lease to Camden County, Georgia Board of Commissioners; Camden County Fire Rescue, two Advance Life Support ambulances equipped with the minimum equipment and supplies as specified in the Rules of the Georgia Department of Public Health, Georgia Office of EMS/Trauma for the annual sum of one dollar. Camden County will be responsible for the maintenance and insurance associated with the use of any leased vehicles and the same will be returned to the City of Kingsland upon termination of this contract in a state of good repair less normal wear and tear associated with anticipated fire rescue use.

B. MODIFICATION:

This Agreement may be modified or amended or cancelled at any time with thirty (30) day notice by mutual consent. Such amendment shall be in writing with said writing signed by both parties.

C. TERM:

The term of this agreement shall be for one (1) calendar year after first renewal at which time the agreement will be reviewed by both parties for continuation of the agreement.

BOARD OF COUNTY COMMISSIONERS:

This _____ day of _____, 2014

James H. Starline, Chairman
Camden County Board of Commissioners

ATTEST: _____
Kathryn A. Bishop, County Clerk

CITY OF KINGSLAND, GEORGIA:

This _____ day of _____, 2014

Kenneth E. Smith, Mayor
City of Kingsland

ATTEST: _____
Linda M. O'Shaughnessy, City Clerk

ORDINANCE # 2014-6

**AN ORDINANCE TO AMEND SECTION 61.2.4 OF ORDINANCE # 2002-08 TITLED
“THE KINGSLAND ZONING AND LAND DEVELOPMENT ORDINANCE” AND
ADD A DEFINITION TO SECTION 31**

WHEREAS, the Mayor and City Council desire to provide an opportunity to for charitable organizations to raise funds through turkey shoots; and

WHEREAS, such turkey shoots were part of the fabric of the fall season;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND, as follows:

Ordinance No. 2002-08, *Kingsland Zoning and Land Development Ordinance*, adopted August 12, 2002, and amended from time to time, is hereby further amended by adding a definition “TURKEY SHOOT: A marksmanship contest using shotguns with a barrel length of 30 inches or less offering prizes and conducted as a fundraiser”; and adding a special use category Section 61.2.4 reading “Turkey Shoots when conducted seasonally and firing only between 10:00 a.m. and 10:00 p.m.”

Passed and Adopted this the 22nd day of SEPTEMBER, 2014.

BY: _____
Kenneth E. Smith, Sr. Mayor

ATTEST: _____
Linda O’Shaughnessy, City Clerk

Attachment: Turkey Ordinance Agenda Item (1193 : Adoption Of: Ordinance #2014-06)

ORDINANCE # 2014-8

**AN ORDINANCE TO AMEND SECTION 60.5.3 OF ORDINANCE # 2002-08 TITLED
“THE KINGSLAND ZONING AND LAND DEVELOPMENT ORDINANCE” AND
ADD A DEFINITION TO SECTION 31**

WHEREAS, the Mayor and City Council desire to provide an opportunity for mobile home parks to serve travel trailers and recreational vehicles where appropriate;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND, as follows:

Ordinance No. 2002-08, *Kingsland Zoning and Land Development Ordinance*, adopted August 12, 2002, and amended from time to time, is hereby further amended by adding a definition “RECREATIONAL VEHICLE: A currently licensed and registered vehicle designed as temporary living quarters for recreational, camping, travel or seasonal use, including kitchen, bathroom and sleeping facilities and designed for connection to a public utility system”; and adding a special use category Section 60.5.3(3) reading “Travel trailers and recreational vehicles when totally self-contained. Travel trailers and recreational vehicles shall comply with the setback requirements of the mobile home park district.”

Passed and Adopted this the 27th day of OCTOBER, 2014.

BY: _____
Kenneth E. Smith, Sr. Mayor

ATTEST: _____
Linda O’Shaughnessy, City Clerk

Attachment: Ordinance #2014-8 RVs in MHP (1190 : Adoption Of: Ordinance 2014-08:)

JAMES R. COPPAGE
Attorney at Law

*3176 Cypress Mill Road
Brunswick, Georgia 31525*

*Telephone (912) 265-1237
Facsimile (912) 265-1312
lawyer1@bellsouth.net*

October 14, 2014

Mr. Lee Spell
City Manager
City of Kingsland

Re: Request for Payment - from City Attorney
Billing Period: September 2, 2014 to October 14, 2014

Dear Mr. Spell:

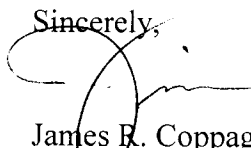
The last billing period was from 7/17/14 to 9/1/14 in the amount of \$990.00. The attached detailed billing statement represents my billings for the period indicated, for my legal services rendered to the City of Kingsland with respect to my duties as City Attorney.

9/2/14 to 10/14/14: 29.8 hours @ \$150.00 per hour = \$4,470.00

Epic Adventures: My invoice to Epic has gone unpaid since May 2014. Jeremy initially told me he would need some time to pay it. It is five months past due.

If you have any specific question, please email me.

Sincerely,


James R. Coppage
Kingsland City Attorney

Attachment: Detailed Billing Stmt

Attachment: 9-2-14 to 10-14-14 city atty bill (1197 : Discussion - Invoice for Legal Services 09/02/2014 - 10/14/2014)

Detailed Billing Statement
City Attorney - 9/2/14 to 10/14/14

Epic Project Bond Attorney

9/2/14: Request for assistance in identifying suitable bond counsel for Epic Project.
.2 hr. Discussion with Councilman McClain.

9/2/14: Emails & Telephone calls regarding the Project Agreement (adopted by CoK on
1.1 hrs. 8/25/14) and the selection of a bond attorney.

9/3/14: Identified the attorneys in Georgia who have experience with bonds as the
4.7 hrs. same relate to TAD projects. Research of five prospective bond attorneys who have experience with issuing bonds related to a TAD-

1. Terry Finister of Murray, Barnes, Finister 678-999-0355
2. Doug Selby of Hunton & Williams 404-888-4207
3. Dave Amsden of Kutak, Rock 404-222-4644
4. Dan McRae of Seyfarth, Shaw LLP 404-888-1883
5. Jim & Jon Pannell of Gray, Pannell, Wood, Woodward LLP 912-443-4040

Develop interview questions. Calls to prospective bond attorneys.
Called each attorney. Reached two attys. Left msg for remainder.
See interview notes.

9/4/14: Continue bond attorney interviews. Contacted balance of all five attorneys.
5.1 hrs. Follow up calls to each. Draft email to Finance Director with summary of these interviews and JRC's recommendations.

9/8/14: Communication with City Manager regarding Council meeting on bond council
.1 hr. agenda item.

10/10-11/14: Status inquiry to Finance Director of Epic project.
.2 hr.

Vista Outdoor Billboard Claim

9/2/14: Receipt and review of ante litem notice from Atty Myers, re: Vista Outdoor
.5 hr. Corporations' billboard. Follow up telephone call.

10/2/14: Receipt of Gallagher Bassett's denial of Atty Myers ante litem notice claim.
.2 hr.

Pay Raise

- 9/22/14: Received request for cursory opinion regarding legality of providing pay raises to
.5 hr. under-\$49k employees. Email sent to Finance Director and City manager prior to 6 pm meeting.
- 10/7/14: Receipt from City Mgr of Elarbee Thompson analysis of proposed action by
2.5 hrs. Council, in light of possible violation. Review. Research. Response.

Unfounded Ethics Complaint

- 9/30/14: Receipt of 'complaint' of an ethics violation from CoK staff. Two CoK PD dash
6.8 hrs. cam videos obtained. Watched each 30-min video several times to decipher audio portion of recordings. Notes taken. Telephone calls made. Research CoK Code of Ordinances; Part II, Code of Ordinances; Chapter 2, Administration; Article VI, Code of Ethics for City Council Members; Sections 2-176 through 2-200. Considered each section would could have relevance to the presented complaint.
- 10/1/14: Research of state ethics statutes. Prepare legal opinion to Mayor at his request,
2.7 hrs. especially pertaining to his duties under CoK ordinance.
- 10/2-3/14: Ethics inquiry with State Bar of Georgia.
2.0 hrs.
- 10/3/14: Published legal opinion re: ethics complaint to Mayor & Council.
.1 hr.

Miscellaneous Issues

- 10/3/14: Receipt of inquiry from Councilman McClain. Re: state law regarding mandatory
2.0 hrs. impound-no auto insurance, as constituents have made inquiries. Research statutory law. Check of CoK Police Department SOP. Call to Chief Griffis. Discussion. Response to inquiry.
- 10/14/14: Email from City Manager. Telephone call to Chief Griffis. Discussion of
1.1 hrs. possible amendment of ordinance related to pawn shops. Recommended against amendment to require pawn shops to provide names of purchasers of goods in the normal course of business.

TOTAL: 29.8 HOURS

Shift Differential Pay

Purpose

The purpose of this policy is to ensure a standardization of shift differential pay for law enforcement employees.

It is the policy of the City of Kingsland (City) to provide shift differential pay when applicable, to non-exempt, law enforcement employees. This policy does not apply to those law enforcement employees who are defined as exempt under the Fair Labor Standards Act.

Definitions

Shift Differential Pay - A specified rate of premium pay paid to a non-exempt law enforcement employee in addition to their regular salary not otherwise compensated by another form of premium pay (i.e. overtime, compensatory time, higher class pay). Shift differential pay is paid if the regularly scheduled assigned shift falls during the hours of 6:45 p.m. to 6:45 a.m.

If the employee's regularly scheduled assigned shift falls between 6:45 p.m. to 6:45 a.m., the rate of differential pay will be fifty cents (\$0.50) per hour for all hours worked during that regularly scheduled assigned shift.

Shift differential pay is paid only for hours actually worked, and applies to regularly scheduled, assigned shifts – not overtime shifts.

Shift differential pay is paid in addition to premium pay provided for worked holidays.

Shift differential is paid only for time worked; it will not be paid when an employee is on leave of any type, when observing a holiday, or off duty on compensatory time.

Employees who work a normal day shift and continue to work beyond their regular scheduled hours are not eligible for shift differential.

Roles and Responsibilities

Employees - It is the employee's responsibility to report any discrepancies in pay to their supervisor as soon as the discrepancy is discovered.

It is the employee's responsibility to read the policy and sign the acknowledgment form.

Human Resources - The Human Resources Department will be responsible for monitoring this policy, providing interpretations, and clarifying any regulations.

Departments - Department Directors shall be responsible for ensuring compliance with this policy and maintaining accurate payroll records and employee schedules for all non-exempt law enforcement employees.

Department payroll clerks shall use the City payroll/personnel system for record keeping of employee's work schedules, and ensure that employee payroll check stubs are accurate.

**Citywide VOIP Phone & Internet Services
Bid Tabulation
October 22, 2014**

VENDOR	36 Month Contract	60 Month Contract	3 Year Total	5 Year Total	Non Recurring Charge
Windstream	NO BID	NO BID	NO BID	NO BID	NO BID
Vonage	NO BID	NO BID	NO BID	NO BID	NO BID
AT&T	*SEE EXPLANATION	*SEE EXPLANATION	*SEE EXPLANATION	*SEE EXPLANATION	*SEE EXPLANATION
Level3	NO BID	NO BID	NO BID	NO BID	NO BID
TDS Telecom	SEE ATTACHED	SEE ATTACHED	SEE ATTACHED	SEE ATTACHED	SEE ATTACHED
Kingsland Cable	NO BID	NO BID	NO BID	NO BID	NO BID
Stormwood	NO BID	NO BID	NO BID	NO BID	NO BID
Clearchoice	NO BID	NO BID	NO BID	NO BID	NO BID
Telplus	NO BID	NO BID	NO BID	NO BID	NO BID

*AT&T provided a bid after the appointed time and through email. Proposal specified that all bids be submitted SEALED.

